



JAMES A. NOYES, Director

COUNTY OF LOS ANGELES

DEPARTMENT OF PUBLIC WORKS

"To Enrich Lives Through Effective and Caring Service"

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P.O. BOX 1460
ALHAMBRA, CALIFORNIA 91802-1460

April 29, 2004

IN REPLY PLEASE

REFER TO FILE: **PJ-2**

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**EATON YARD IMPROVEMENTS PROJECT
ADOPT AND ADVERTISE
SPECS. 6545; C.P. 88929
SUPERVISORIAL DISTRICT 5
3 VOTES**

**JOINT RECOMMENDATION WITH THE CHIEF ADMINISTRATIVE OFFICER THAT
YOUR BOARD, ACTING AS THE GOVERNING BODY OF THE LOS ANGELES
COUNTY FLOOD CONTROL DISTRICT:**

1. Find that the project is categorically exempt under the California Environmental Quality Act, Guidelines Section 15303(e), and under Class 3(d) of the County of Los Angeles Environmental Document Reporting Procedures and Guidelines adopted by your Board on November 17, 1987.
2. Adopt plans and specifications for the construction of the Eaton Yard Improvements Project at an estimated construction cost of \$1,282,545 and instruct the Executive Officer to advertise for bids to be received and opened on June 2, 2004, in accordance with the "Instruction Sheet for Publishing Legal Advertisements" (Enclosure B).
3. Authorize the Director of Public Works to execute a consultant services agreement with the apparent lowest responsive and responsible bidder to prepare a baseline construction schedule that conforms to the applicable contract and bid specifications for a not to exceed fee of \$3,000 funded by existing project funds, and establish the effective date following determination by the Director of the apparent lowest responsible bidder.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of the recommended actions will allow Public Works to solicit construction bids for the Eaton Yard Improvements Project.

On April 1, 2003, your Board authorized Public Works to proceed with design services to provide a new 7,800-square-foot warehouse/garage, upgrade the electrical system, and improve the facility to comply with current National Pollutant Discharge Elimination System regulations at the Flood Control District's Eaton Yard, a maintenance facility located in Pasadena. The NPDES improvements will include adding a clarifier and vehicle wash rack, installing a stormwater filtration device, improving surface drainage, relocating material bins, and installing a new canopy cover. The project will also include demolishing eight existing structures, including warehouse buildings, storage structures, and a dam tenders house that have become functionally obsolete and inadequate due to changes in equipment and building codes as well as general deterioration.

The proposed consultant services agreement with the apparent lowest responsive bidder to prepare a baseline construction schedule that conforms to the County's schedule specification is critical to successfully manage construction activities by both the contractor and the County, and a responsible contractor must be able to produce such a construction schedule. The bid specifications provide that if the apparent lowest bidder fails to complete an acceptable schedule, the Director may return to your Board to recommend that the bidder be determined nonresponsive and recommend awarding the construction contract to the next lowest responsive and responsible bidder contingent on that bidder completing a baseline schedule which conforms to the County's specifications.

Implementation of Strategic Plan Goals

These actions are consistent with the County's Strategic Plan Goal of Organizational Effectiveness as the proposed improvements will allow Public Works to provide services in a more efficient and cost-effective manner. This action is also consistent with the County's Strategic Plan Goal of Fiscal Responsibility as the project is an investment in public infrastructure.

FISCAL IMPACT/FINANCING

The total project budget, which includes plans and specifications, plan check, construction, equipment, consultant services, miscellaneous expenditures, and County services, is \$1,917,000. Public Works' fair construction contract cost is estimated at \$1,282,545. The project is funded by the Flood Control District. Sufficient funds are included in the 2003-04 Capital Projects Budget under C.P. 88929. The Project Schedule and Budget Summary are included in Enclosure A.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

On April 1, 2003, your Board authorized the Director of Public Works to commence the design of the Eaton Yard Improvements Project.

The project schedule was lengthened by approximately six months as a result of extensive plan review/comments. The revisions and corrections to the drawings have been completed, and the design documents are now approved by Public Works.

A standard contract, in the form previously approved by County Counsel, will be used. The standard Board-directed clauses that provide for contract termination, renegotiation, and hiring qualified displaced County employees will be included in the contract.

As requested by your Board on August 12, 1997, and as a threshold requirement for consideration for contract award, bidders will be required to attest their willingness to consider Greater Avenues for Independence Program/General Relief Opportunity for Work participants for future employment.

Bidders will also be required to show full compliance with Los Angeles County Code Chapter 2.200 (Child Support Compliance Program) and Chapter 2.203 (Contractor Employee Jury Service Program).

The project specifications contain provisions requiring the contractor to report solicitations of improper consideration by County employees and allowing the County to terminate the contract if it is found that the contractor offered or gave improper consideration to County employees.

As required by your Board, language has been incorporated into the project specifications stating that the contractor shall notify its employees, and shall require each subcontractor to notify its employees, about Board Policy 5.135, the Safely

Surrendered Baby Law, and that they may be eligible for the Federal Earned Income Credit under the Federal income tax laws.

ENVIRONMENTAL DOCUMENTATION

The proposed project is categorically exempt under CEQA, Guidelines Section 15303(e), and under Class 3(d) of the County of Los Angeles Environmental Document Reporting Procedures and Guidelines adopted by your Board on November 17, 1987, as the project involves the construction of accessory structures, including a garage at an existing facility.

CONTRACTING PROCESS

Advertising for bids will be in accordance with the County's standard "Instruction Sheet for Publishing Legal Advertisements" (Enclosure B). Following receipt of bids, we will return to your Board for construction contract award.

As requested by your Board on February 3, 1998, this contract opportunity will be listed on the "Doing Business with Us" website.

Participation by Community Business Enterprises in the project is encouraged through Public Works' Capital Projects' CBE Outreach Program and by monitoring the good faith efforts of bidders to utilize CBEs.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

The work to complete the improvements will be coordinated with the Flood Control maintenance staff to minimize the disruption of services within Eaton Yard, and the yard will remain in full operation during construction. The eight-month construction project is scheduled to begin July 26, 2004. The recommended actions will have no impact on current County services or projects.

The Honorable Board of Supervisors
April 29, 2004
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CONCLUSION

Please return one adopted copy of this letter to the Chief Administrative Office (Capital Projects Division) and Public Works.

Respectfully submitted,

JAMES A. NOYES
Director of Public Works

DAVID E. JANSSEN
Chief Administrative Officer

PR:jmg

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Enc. 2

cc: County Counsel
Department of Public Social Services (GAIN/GROW Program)

April 29, 2004

ENCLOSURE A

**EATON YARD IMPROVEMENTS PROJECT
ADOPT AND ADVERTISE
SPECS. 6545; C.P. 88929**

I. PROJECT SCHEDULE

Project Activity	Scheduled Completion Date	Revised Completion Date
Award Design Contract	03/25/03	03/25/03*
Execute Design Contract	04/01/03	04/01/03*
Enhanced Schematic Design	05/29/03	05/29/03*
Construction Documents	08/14/03	09/04/03*
Jurisdictional Approvals	10/14/03	04/26/04*
Construction Contract Award	01/27/04	06/29/04
Construction Start	02/23/04	07/26/04
Substantial Completion	10/05/04	03/25/05
Final Acceptance	11/28/04	05/11/05

* Indicates completed activity

II. PROJECT BUDGET

Budget Category	Board Approved Project Budget
Construction	
Base Contract	\$ 1,282,545
Change Order Allowance	<u>128,255</u>
Subtotal	\$ 1,410,800
Equipment	\$ 25,000
Plans and Specifications	\$ 136,900
Consultant Services	\$ 47,500
Miscellaneous Expenditures	\$ 8,500
Permits and Fees	\$ 19,500
County Services	\$ 268,800
TOTAL	\$ 1,917,000

April 29, 2004

ENCLOSURE B

**EATON YARD IMPROVEMENTS PROJECT
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PUBLISHING LEGAL ADVERTISEMENTS: In accordance with the State of California Public Contract Code Section 20125, you may publish once a week for two weeks in a weekly newspaper, or ten times in a daily newspaper. Forward three reprints of this advertisement to Architectural Engineering Division, Department of Public Works, 900 South Fremont Avenue, Eighth Floor, Alhambra, California 91803-1331.

**OFFICIAL NOTICE
INVITING BIDS**

Notice is hereby given that the Director of Public Works will receive sealed bids for furnishing all materials, labor, and equipment required to complete construction for the following work:

<u>SD</u>	<u>SPECS</u>	<u>PROJECT</u>	<u>BID DOC.</u> <u>FEE</u>	<u>DATE OF BID</u> <u>OPENING</u>
5	6545	Eaton Yard Improvements Project 2986 New York Drive Pasadena, CA 91107	\$50	06/02/04

Copies of the project manual and drawings may be obtained at the Cashier's Office, Department of Public Works, First Floor, 900 South Fremont Avenue, Alhambra, California 91803, for the fee stated above. For bid information, please call Mr. Matthew Jerge of Architectural Engineering Division at (626) 458-2593. Each bid shall be submitted on the required form, sealed, and filed at the Cashier's Office before 10:45 a.m. on the date indicated. Bids will be publicly opened, examined, and declared by Public Works at 11:00 a.m. on this date in Conference Room D, First Floor, 900 South Fremont Avenue, Alhambra, California 91803.

Bids must conform to the drawings and project manual and all bidding requirements. This project requires the prime contractor to possess a "B" license classification at the time of bid. The contractor should verify to his/her satisfaction that he/she holds the correct license for this type of project.

The County supports and encourages equal opportunity contracting. The contractor shall make good faith efforts, as defined in Section 2000 of the Public Contract Code relating to contracting with Community Business Enterprises.

The Board of Supervisors reserves the right to reject any or all bids or to waive technical errors and discrepancies in bids submitted in the public's interest.

Si necesita información en Español, por favor llame al Telefono (626) 458-2563.



Upon 72 hours notice, the Department can provide program information and publications in alternate formats or make other accommodations for people with disabilities. In addition, program documents are available at our main office in Alhambra (900 South Fremont Avenue), which is accessible to individuals with disabilities. To request accommodations ONLY, or for more ADA information, please contact our departmental ADA Coordinator at (626) 458-4081 or TDD (626) 282-7829, Monday through Thursday, from 7:00 a.m. to 5:30 p.m.



Con 72 horas de noticia, el Departamento puede proveerle información y publicaciones sobre el programa y formatos alternativos o hacer adaptaciones para incapacitados. Además, documentación sobre el programa está disponible en nuestra oficina principal en Alhambra (900 South Fremont Avenue), la cual es accesible para individuos con incapacidades. Para solicitar adaptaciones SOLAMENTE, o para mas información del ADA, pongase en contacto con nuestro Coordinador del ADA del departamento al (626) 458-4081 o TDD (626) 282-7829, de lunes a jueves de las 7:00 a.m. a 5:30 p.m.

By order of the Board of Supervisors of the County of Los Angeles, State of California, dated May 11, 2004.

Specs. 6545

VIOLET VARONA-LUKENS, EXECUTIVE OFFICER
OF THE BOARD OF SUPERVISORS
OF THE COUNTY OF LOS ANGELES